

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 1999 - JUNE 30, 2000**

1. DEPARTMENT/COURT INFORMATION:Department/Court: Registrar of VotersDivision/Unit: Administrative Services**2. VOLUNTEER PROGRAM BENEFITS:**

- a. **GENERAL VOLUNTEER** (this section should include community volunteer, student intern, groups, corporations, etc.)

| | | | | | |
|--------------------|--------------------|---|---------|---|--------------------|
| No. Vol. <u>83</u> | Hours <u>614.0</u> | x | \$14.83 | = | \$ <u>9,105.62</u> |
|--------------------|--------------------|---|---------|---|--------------------|

Types of work performed by GENERAL VOLUNTEERS in this category: _____

- b. **INSTITUTIONAL VOLUNTEER** (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

| | | | | | |
|----------------|-------------|---|----------|---|----------|
| No. Vol. _____ | Hours _____ | x | \$ 14.83 | = | \$ _____ |
|----------------|-------------|---|----------|---|----------|

Types of work performed by INSTITUTIONAL VOLUNTEERS in this category: _____

- c. **SPECIALIZED VOLUNTEERS** (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity. These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

| | | | | | |
|-----------------|--------------|---|------------|---|-----------------------|
| <u>Position</u> | <u>Hours</u> | x | <u>VCL</u> | = | <u>Dollar Benefit</u> |
| _____ | _____ | x | _____ | = | \$ _____ |

| | | | |
|----------------|-------------------|-------------|----------|
| No. Vol. _____ | Total Hours _____ | Total Value | \$ _____ |
|----------------|-------------------|-------------|----------|

Types of work performed by SPECIALIZED VOLUNTEERS in this category: _____

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

| <u>No. of Volunteers</u> | <u>Hours</u> | <u>Dollar Benefit</u> |
|--------------------------|--------------|-----------------------|
| 2a: <u>83</u> | <u>614.0</u> | \$ <u>9,105.62</u> |
| 2b: _____ | _____ | \$ _____ |
| 2c: _____ | _____ | \$ _____ |

| | | |
|--------------------------|--------------|--------------------|
| TOTALS: <u>83</u> | <u>614.0</u> | \$ <u>9,105.62</u> |
|--------------------------|--------------|--------------------|

3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

| <u>Item Donated</u> | <u>Value</u> | <u>Item Donated</u> | <u>Value</u> |
|---------------------------|---------------------|---------------------|--------------|
| <u>Poll Rentals(493)</u> | \$ <u>22,500.00</u> | _____ | \$ _____ |
| <u>Clerk/Inspector Fe</u> | \$ <u>90.00</u> | _____ | \$ _____ |

| |
|--|
| TOTAL VALUE \$ <u>22,590.00</u> |
|--|

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 20.5 x Rate \$ 15.50 =

| |
|------------------|
| \$ <u>317.75</u> |
|------------------|

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours 63.5 x Rate \$ 15.18 =

| |
|------------------|
| \$ <u>963.93</u> |
|------------------|

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

| Item | Cost |
|--------------|----------|
| Travel Mugs | \$783.19 |
| Refreshments | \$504.28 |
| | |

TOTAL OF OTHER PROGRAM COSTS

=

\$ 1,287.47

- d. TOTAL OF VOLUNTEER PROGRAM COST =
(add 4a, 4b, and 4c)

\$ 2,569.15

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

- a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$ 9,105.62
- b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$ 22,590.00
- ADD a + b \$ 31,695.62
- c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) (\$ 2,569.15)

TOTAL PROGRAM BENEFIT

\$ 29,126.47

6. RECRUITING:

Please describe your recruiting programs:

Post cards are mailed to past volunteers six weeks before a major election. The postcards are returned three weeks before the election. At the same time if additional volunteers are required, flyers are sent to department heads and advertisements are placed on the County TV Network.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

High school seniors are recruited as part of the election night volunteer staff. They are usually from a government/civics class and receive extra credit along with this community involvement experience.

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2000-01:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

The department recognizes volunteers by providing each one with a "Thank you" gift for their participation. Gifts offered this year were red and blue travel mugs with the ROV logo. The department also participates in the "Volunteer of the Month" and the "Volunteer of the Year" program. Our goal for the year 2000 Presidential General Election is to recruit approximately 100 election night tally-center volunteers for the general election.

9. GENERAL INFORMATION:

Name of Person Completing Report: Ronda Levin

Phone Number: (858)694-3427 Mail Stop 034 E-Mail rlevinrv@rov.co.san-diego.ca
US

Volunteer Coordinator: Ronda Levin

Phone Number: (858)694-3427 Mail Stop 034 E-Mail rlevinrv@rov.co.san-diego.ca
US

10. DEPARTMENT CERTIFICATION:


DEPARTMENT HEAD SIGNATURE

Aug. 2, 2000
DATE